



Town of Casco
Selectboard Regular Meeting Minutes
May 12, 2026 at 6:00 PM
Casco Community Center

Regular Meeting

PRESENT

Scott Avery
Eugene Connolly
Robert MacDonald
Mary Fernandes
Grant Plummer

1. Review and approval of the meeting agenda

The Selectboard moved and seconded to approve the meeting agenda.

Motion made by Avery, Seconded by Fernandes.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

2. Approval of bills and signing and approval of all open warrants

The Selectboard moved and seconded to approve all bills and signing of all open warrants.

Motion made by Connolly, Seconded by MacDonald.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

3. Approval of Minutes: Month DD YYYY

The Selectboard moved and seconded to accept the minutes from the April 21, 2026 meeting as presented.

Motion made by Avery, Seconded by MacDonald.

Voting Yea: Avery, Connolly, MacDonald, Plummer

Voting Abstaining: Fernandes

4. Public Participation for non-Agenda items

No Public Participation.

5. Manager's Update

- A. Resilience Planning and the Casco Village Zoning Work Group are requesting that each board, committee, and commission provide a brief outreach announcement at the beginning of their meetings to promote the upcoming community outreach meeting scheduled for May 28, focused on the Casco Village Zoning dialogue.

The outreach materials are included in the Selectboard packet, and paper copies will also be available at this meeting for distribution.

- B. The Town has developed a comprehensive New Residents Guide to help newcomers quickly become familiar with local services, resources, and community opportunities. Created by Town staff, the packet includes essential details such as municipal contacts, trash and recycling schedules, voting information, recreational programs, and guidance on permits and local ordinances. To ensure accessibility and convenience, the document is readily available in both digital and paper formats—residents can download it from the Town’s website or pick up a printed copy at the Town Office. The Town anticipates that this guide will be updated on a regular basis as information changes and as new recommendations or requests are received. This initiative reflects the Town’s commitment to making the transition for new residents as smooth and welcoming as possible.
- C. B-Tek will be returning to the Casco/Naples Bulky Waste facility from May 18th through May 20th to reconfigure the RFID system, install updated programming, train staff, and observe the first day of operations with the upgrades in place. Our IT company will also be available to assist with establishing and ensuring a smooth connection between the Bulky Waste facility and the Town Office. In addition, the facility has already scheduled a local electrical company to support the removal of existing electrical wiring and materials as part of the project.
- D. The Town has identified a scam targeting individuals listed on Planning & Zoning Board agendas. Scammers are using publicly available information (e.g., applicant names, Town logos, and staff names) to send convincing but fraudulent invoices. These emails typically request payment via wire transfer, ACH, or third-party apps (e.g., Zelle, PayPal), often with urgent language claiming applications cannot proceed without immediate payment. They are frequently sent from non-government email domains.

Key Points:

- The Town does **not** request payments via wire transfer, ACH, or third-party apps.
- Official communications originate only from verified “.gov” or “.org” domains.
- Applicants are advised to verify any invoice by contacting the Town Office directly (207-627-4515), not using contact information provided in suspicious emails.

The Town has posted this warning across multiple communication channels and has directly notified current Planning Board applicants.

Staff are advising applicants to remain vigilant and report any suspicious communications.

- E. Grant and I attended a Greater Portland Council of Governments Lakes Region meeting where the discussion items focused on identifying the most pressing challenges and opportunities facing each community, followed by a collaborative conversation on how towns can work together—and with regional partners—to address those issues. The group also reviewed a proposal for a regional sales tax with revenue sharing aimed at easing the burden of rising property taxes and concluded by summarizing key action items and next steps.

- F. Casco's Safe Streets Committee hosted a Bicycle Rodeo on May 2nd, with support from the Bicycle Coalition of Maine. The event helped children and families build safe biking skills through fun, hands-on activities while promoting awareness of road safety and proper cycling practices, and approximately 10 children participated in the rodeo.
- G. The Request for Proposals (RFP) for the Casco Village Crosswalk project was issued on May 4 by Gorrill Palmer. A non-mandatory pre-bid meeting is scheduled for May 21, and all proposals must be submitted no later than 2:00 p.m. on May 28.

The RFP stipulates that the project must be completed by July 17. Included in the Selectboard packet are the design standards provided to prospective bidders. In addition, the complete RFP has been made available on the Town's official website.

- H. The Ad Hoc Committee will begin increasing its discussions regarding the Berry property. Future deliberations will focus on methods to obtain community feedback, the development of a conceptual rendering for public review, and the eventual finalization of a plan for the property. It is anticipated that these efforts will be completed in preparation for the Maine Water Conservation Grant application in June 2027.
- I. I will be attending the National League of Cities RISC Pool Conference from May 13–15. This training comes at no cost to the Town, as all associated expenses are fully funded by the Maine Municipal Association.

On-Going Business

- 6. The Selectboard will consider updating the following policies, Abatement Appeal Process, Selectboard Meeting Cancellation, Unassigned Fund Balance and Managing Public Participation in Selectboard Meetings

The Selectboard moved and seconded to approve the updates to Abatement Appeal Process, Selectboard Meeting Cancellation, Unassigned Fund Balance and Managing Public Participation in Selectboard Meetings Policies

Motion made by MacDonald, Seconded by Avery.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

- 7. The Selectboard will receive updates on the installation of municipal fiber.

Discussion only. No action was taken.

- 8. The Selectboard will discuss a draft Town Meeting warrant.

The Selectboard moved and seconded to approve the Town Meeting Warrant as presented.

Motion made by MacDonald, Seconded by Avery.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

New Business

- 9. The Selectboard will consider appointing Doug Wilson to the Zoning Board of Appeals with term expiration of June 30, 2028

This item was tabled.

10. The Selectboard will consider appointing alternate Planning Board member Joseph Armenti, Jr to a full voting member with a term expiring on June 30, 2027

The Selectboard moved and seconded to approve Joseph Armenti, Jr to a full voting member of the Planning Board with a term expiring on June 30, 2027

Motion made by Avery, Seconded by Connolly.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

11. The Selectboard will consider modifying the EMS rates.

The Selectboard moved and seconded to change the EMS fee structure as presented.

Motion made by Avery, Seconded by MacDonald.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

12. The Selectboard will discuss vacancies created by volunteers not seeking reappointment.

Discussion only. No action was taken.

13. The Selectboard will discuss future work shops on a Communication Policy.

Discussion only. No action was taken.

14. The Selectboard will consider approving the MSAD 61 Budget Validation Referendum.

The Selectboard moved and seconded to approve the MSAD 61 Budget Validation Warrant and Notice of Election as presented.

Motion made by Avery, Seconded by MacDonald.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

15. The Selectboard will consider a liquor license renewal from Webbs Mills Eatery.

The Selectboard moved and seconded to approve the liquor license renewal for Webbs Mills Eatery and forward to the State of Maine Bureau of Liquor for final approval.

Motion made by Avery, Seconded by Fernandes.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

16. Selectboard Comments

Scott Avery feels that we need to set reviewing the Tax Acquired Property Policy review as top priority. Scott reminded the public that if operating a motorcycle on Route 121 to be very careful due to it's condition. Scott also commented that it was a very sad day for the Game Wardens after losing a Warden in an accident.

Bob MacDonald wanted to thank Mary for all her years of service.

Grant Plummer also thanked Mary for all her involvement in the community over the years. Grant also announced the road striping has been done and to please drive safe.

Executive Session

17. Executive Session to discuss Concealed Weapons Permits per Title 25, Part 5, Chapter 252, Section 2006 for application 05/12/2026A.

The Selectboard moved and seconded to enter executive session per Title 25, Part 5, Chapter 252, Section 2006 for application 05/12/2026A at 6:53pm

Motion made by MacDonald, Seconded by Fernandes.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

The Selectboard moved and seconded to exit executive session at 6:58pm

Motion made by MacDonald, Seconded by Avery.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

18. Adjournment

The Selectboard moved and seconded to adjourn at 6:59pm

Motion made by Connolly, Seconded by Avery.

Voting Yea: Avery, Connolly, MacDonald, Fernandes, Plummer

Reminders to the Attending Public: Selectboard meetings are open to the public, but the public may not speak unless recognized by the Board Chair or Vice Chair in their absence. Except during a public hearing, comment time is limited to 2 minutes per speaker during public participation or on agenda items. Matters related to personnel will not be heard.